

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 54

August 8th, 2017

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on August 8th, 2017 from 12:00 Noon to 1:36 p.m.

PRESENT: G.P. Ryan, Chair, Mayor R. Avis (12:05 p.m. to 1:36 p.m.) and Councillor W. Brunetta

ALSO PRESENT: D. Brown, CAO, L. Slomke, Clerk, D. Galusha, Deputy Treasurer, T. Dennis, CBO/Municipal Planner (12:00 Noon to 12:01 p.m. and 12:16 p.m. to 12:36 p.m.), T. Rob, Manager Operations and Facilities (12:00 Noon to 12:16 p.m.), A. Petrin, Human Resources Manager and T. Moffitt, Fire Chief/CEMC (12:00 Noon to 12:01 p.m. and 12:16 p.m. to 12:36 p.m.).

REGRETS:

1. Call to Order at 12:00 noon

2. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.

8.1 Residential Property Matter

3. Disclosure of pecuniary interest and the general nature thereof.

Mayor Avis disclosed an interest in Item 7.8 from this agenda as two of the properties being considered are owned by his company. He did not speak to the item nor vote on it.

4. Approval of Previous Committee Minutes

4.1 Session No. 53 dated July 4, 2017.

- Approved as presented.

5. In-Camera

5.1 Identifiable Individual - Position Evaluation

Verbal explanation and input was provided by A. Petrin, Human Resources Manager, T. Rob, Manager of Operations & Facilities and D. Brown, CAO. The Administration & Finance Executive Committee provided direction to the Human Resources Manager.

6. Items Referred from Council - None.

7. New Business

7.1 Volunteer Firefighter Employment Policy.

A verbal summary was provided by T. Moffitt, Fire Chief / CEMC. The Administration & Finance Executive Committee requested minor revisions to the policy and the addition of a waiver and then directed that the amended report be forwarded to the Committee of the Whole agenda.

7.2 Modernizing Ontario's Municipal Legislation (Bill 68).

A brief verbal summary was provided by E. Slomke, Town Clerk. The Administration & Finance Executive Committee recommends approval of the report as presented and further that the report be forwarded to the Committee of the Whole agenda.

7.3 Amendment to Existing Employee Communications - Policy 3.9

A verbal summary was provided by D. Brown, CAO. After a lengthy discussion, the Administration & Finance Executive Committee recommends that Policy 3.9 - Communications be eliminated and further that the report be forwarded to the

Committee of the Whole agenda.

7.4 B. Godin Kiwanis Skate Park Brick Donation

A brief discussion took place. The Administration & Finance Executive Committee recommends that an acknowledgement of the generous contributions to the Skate Park be placed at the arena.

7.5 D. Brown, CAO - Purchase Card Expenses

The Administration & Finance Executive Committee recommends approval of this report as presented.

7.6 Doug Brown, CAO - Northwestern Ontario CAO's Group Travel Expense

The Administration & Finance Executive Committee recommends approval of this report as presented.

7.7 357/358 Applications for Tax Adjustment (902 Crowe Avenue)

The Administration & Finance Executive Committee recommends approval of this report as presented.

7.8 Request for Reconsideration - Minutes of Settlement

(600 Kings Hwy, 620 Kings Hwy, 363 Church St., 942 Crowe Ave., 504 Armit Ave., Williams Ave.)

**Mayor Avis disclosed an interest in this item as two of the properties being considered are owned by his company. He did not speak to the matter nor vote on it.

The Administration & Finance Executive Committee recommends approval of this report as presented.

7.9 Amended Property Assessment

(1721 Kings Hwy, 1700 Kings Hwy and 335 Scott St.,)

The Administration & Finance Executive Committee recommends approval of this report as presented.

7.10 Amended Property Assessment Notice & Minutes of Settlement

(Pit Road No. 2 APAN, 1533 Kings Hwy MOS and Pit Road No. 2 APAN)

The Administration & Finance Executive Committee recommends approval of this report as presented.

8. Non-agenda Items

8.1 Residential Property Matter

A verbal summary was provided by T. Dennis, CBO/Municipal Planner. A lengthy discussion took place. The Administration & Finance Executive Committee supported the previous recommendation of the Planning & Development Executive Committee and further recommends the amended report be forwarded to the Committee of the Whole agenda.

9. Outstanding Items - None.

10. Information

10.1 Fire and Rescue Services - June 2017 Activity Report.

10.2 Capital Financial Statements as of July 31, 2017

10.3 General Fund (Operating) Summary as of July 31, 2017

10.4 Water and Sewer Fund (Operating) Summary as of July 31, 2017

10.5 2017 Capital Budget vs Actual Financial Statement as of June 30, 2017

11. Adjourn at 1:36 p.m. / Next Meeting Date - September 5, 2017

Executive Committee Chair

D. Brown, CAO